

## Guidance for Developing FY2004 Project Applications for the Section 319 Program

### PRE-APPLICATION GUIDANCE

- Pre-applications are optional. If you choose to submit a pre-application, DNR will review it and provide comments/suggestions back to you which will provide guidance and should be helpful in developing a full project application. Pre-applications will be reviewed based on DNR's program needs and requirements.
- Pre-applications should include: a description of the nonpoint source problem(s) to be addressed; proposed project activities; preliminary budget information; a tentative project schedule identification of all major project participants, and no longer than two pages.
- DNR staff are available to advise you in developing (but not writing) the pre-application.
- **Pre-applications are due to DNR by March 5, 2004.** Five (5) copies are required.

### PROJECT APPLICATION GUIDANCE

- Please note project applications are reviewed, evaluated, ranked and chosen for funding on a competitive basis.
- Each project application must use the required cover page (Attachment 2), and budget formats (Attachments 3 and 4).
- The project application must not exceed 15 pages, one-sided (including a two- page cover with an executive summary) using either 10, 11 or 12 font. Budget sheets and maps may be attached as appendices. No other appendix materials will be considered. The project application should identify project partners and their specific commitments, however **letters of project support should not be submitted**. Letters of support should be kept on file and available if requested. Applicants should refer to Attachment 6 "Information about the Section 319 Grant Program". In particular, attention should be given to the EPA guidance for the FY2004 Section 319 funding, as this guidance impacts both the eligibility of potential projects for funding and reporting requirements for funded projects. FY2004 Guidance allows states to utilize a portion of the FY2004 Section 319 funds to support activities related to development or implementation of Phase II storm water control programs. IDNR expects to limit funding available for Phase II implementation activities. However IDNR may give favorable consideration to use FY2004 Section 319 funds on information/education activities or demonstration of innovative or alternative storm water management practices.
- Sixteen copies of the project application are required. Staple each of the 16 copies of the project application in the top, left-hand corner only. Please do not send in separate covers or binders.
- Project applications are typically reviewed and scored by an interagency review committee. Factors considered in the review include: need for the project; how project fits into priorities identified by Iowa's NPSMP, September 2000; comprehensive workplan; budget; potential for success; and suitability of project measures (see Attachment 5). Using the comments as a guide, the DNR determines the proposed project's applicability to program guidelines, total program budget, and agency priorities to determine if the project will receive consideration for funding.
- DNR staff are available to advise you in developing (but not writing) the project application.
- **Project applications are due to DNR by May 14, 2004.** Sixteen (16) copies are required.

### SCHEDULE

1. **Pre-applications (which are optional) are due by March 5, 2004.**
2. Pre-applications will be reviewed by DNR and comments will be provided to the pre-application author.
3. **Project applications are due by May 14, 2004.**
4. Project applications are typically reviewed and scored by both an interagency review committee and DNR staff.

5. Applications selected for inclusion in the draft workplan submitted to EPA may be requested to provide additional information or revisions.
6. The project applications DNR proposes to fund will be included in a draft workplan for FY2004 Section 319 funding, which DNR will submit to EPA.
7. **FY2004 Section 319 grant funds will likely be available to new projects approximately January 2004.** Once the FY2004 grant award is received, DNR will work with funded projects to develop a plan of operations or workplan for the first year of the project, and project contracts will be developed.

### QUESTIONS??

Please direct questions regarding the Section 319 program to:

- \*Ubbo Agena, NPS Program Coordinator, (515) 281-6402 email: [ubbo.agena@dnr.state.ia.us](mailto:ubbo.agena@dnr.state.ia.us)
- \*Becky Schwiete, Environmental Specialist, (515) 242-6196 email: [rebecca.schwiete@dnr.state.ia.us](mailto:rebecca.schwiete@dnr.state.ia.us)
- \*Marie Leat, Environmental Specialist (515) 281-8158 email: [marie.lead@dnr.state.ia.us](mailto:marie.lead@dnr.state.ia.us)

### ADDITIONAL HELPFUL REFERENCES

The following documents/organizations may be accessed via the websites listed below:

- **State Nonpoint Source Management Program** – Iowa (September 2000)  
[http://www.state.ia.us/dnr/organiza/epd/wtrq/npsource/nonpt/nps\\_0900.htm](http://www.state.ia.us/dnr/organiza/epd/wtrq/npsource/nonpt/nps_0900.htm) – identifies Iowa's water resources, the nonpoint source impacts to our resources and the variety of programs and partners which address nonpoint source issues.
- **Iowa Water Quality Project Directory**  
<http://www.state.ia.us/dnr/organiza/epd/wtrq/npsource/wprog.htm> – provides a list of active water quality related projects on-going across the state, including local contacts and funding sources involved.
- **Water Quality Standards** – <http://www.legis.state.ia.us/Rules/2000/iac/567iac/56761/56761.pdf> – Pages 24-121 list the designated uses for all waterbodies in Iowa.
- **Iowa's Impaired Waters** <http://www.iowadnr.com/water/tmdlwqa/wqa/303d.html> – links to Iowa's 303(d) list of impaired waters, TMDL program, as well as other program descriptions.
- **Section 305(b) Report** - <http://www.iowadnr.com/water/tmdlwqa/wqa/305b.html> – provides assessment results for reviewed waterbodies across the state, including waterbody classifications, identified impairments.
- **Iowa's Ambient Water Monitoring Program** - <http://wqm.igsb.uiowa.edu> – provides brief description of the state's on-going water quality monitoring efforts, as well as specific results from selected waterbodies.
- **IOWATER** – <http://www.iowater.net> – provides information on Iowa's voluntary-based water quality monitoring efforts with links to actual field data.
- **USEPA** - <http://www.epa.gov/owow/nps/Section319/319guide03.html> – provides information on the FY2004 Supplemental Guidelines for the Award of Section 319 Nonpoint Source Grants

For your assistance in developing a water quality application, an example of a previously submitted and approved application can be obtained by contacting DNR.